



Board of Finance

NANCY A. BRAY  
TOWN CLERK

*Nancy A. Bray*

2008 DEC - 5 PM 3:22

RECEIVED  
COLCHESTER, CT

BOARD OF FINANCE - REGULAR MEETING  
TOWN HALL - 127 NORWICH AVENUE  
Suite 201  
DECEMBER 3, 2008

**MEMBERS PRESENT:** Chairman Bruce Hayn, Ronald Goldstein, Michael Ryan, Brian Smith, John Ringo.

**MEMBERS ABSENT:** Ronald Crabb.

**OTHERS PRESENT:** First Selectman Linda Hodge, Selectman Stan Soby, Treasurer Jon Sandberg, Fire Chief Walter Cox, Gary Avery, Michael Caplet.

**1. CALL TO ORDER.**

Chairman Hayn called this Regular Meeting to order at 7:00 p.m.

**2. MINUTES OF PREVIOUS MEETING.**

- 2.1 October 15, 2008 Regular Meeting
- 2.2 November 12, 2008 Special Meeting.

**Motion by:** J. Ringo  
to approve the October 15, 2008 minutes as read.

**Second by:** B. Smith.

**Vote:** Abstaining: M. Ryan.  
In Favor: All others present. APPROVED.

**Motion by:** R. Goldstein  
to approve the November 12, 2008, minutes with a correction to the motion to approve the fire alarm repair at Bacon Academy - the motion should read, "to recommend a transfer of \$81,050 to the Board of Education Capital Reserve Account from the General Fund Undesignated Fund balance, subject to approval by the Board of Selectmen and a Town Meeting, and if approved, go out to bid."

**Second by:** B. Smith.

**Vote:** J. Ringo (abstained - absent from meeting).  
All others: in favor. APPROVED.

**3. DEPARTMENT REPORT.**

**3.1 Tax Collector.**

Tax Collector Tricia Coblentz provided the Board with written reports on delinquent tax collection and current year collection.

**3.2 Finance Department**

Chief Financial Officer Maggie Cosgrove sent written reports on the Revenue and Expenditures for the Town of Colchester through October 31, 2008 along with General Fund status through June 30, 2008.

**4. CITIZENS COMMENTS.**

Firefighter Gary Avery read a letter regarding the ambulance fees generated by the Fire Department and the possibility of "creating a non re-occurring capital expenditure fund" for the Fire Department.

**5. ADDITIONS TO THE AGENDA.**

None.

**6. FIRST SELECTMAN'S REPORT.**

**6.1 Selectmen's Agenda**

**6.1.1 Transfer Requests.**

Transfers approved by the Board of Selectmen at the November 20, 2008 meeting were presented for Board of Finance approval.

**Motion by:** R. Goldstein  
to approve the transfers as presented.

**Second by:** B. Smith.

**Vote:** Unanimous. Transfer requests are attached.

**6.1.2 First Selectman's Update.**

First Selectman Hodge asked Chief Cox to explain his request to purchase a powered ambulance cot. With a trade-in of a manual lift cot, the cost would be \$10,693.21 including battery, a back up battery with charger, a three-year service warranty and accessory equipment. The purchase of the cot would reduce the possibility of a lifting injury to personnel. There have been frequent transport calls requiring additional manpower to assist the ambulance crew responding to the call. The powered cot would also eliminate some of this additional need.

**Motion by:** R. Goldstein  
to approve the transfer of funds from the equipment reserve account to purchase one powered ambulance cot as requested.

**Second by:** J. Ringo.

**Vote:** Unanimous.

L. Hodge will prepare a list of items during the budget process to be discussed for possible bonding.

A \$50,000 grant has been given to the Town to develop regulations for 'workforce' housing, similar to affordable housing. The monies will be used to study, review and develop the Town's Zoning Regulations.

The Post Office has instituted a new policy to charge for returned mail that is undeliverable due to incorrect address or unable to forward. This could have an impact on the budget and L. Hodge is trying to work with the postmaster.

Legal fees and the health insurance are also concerns at this time.

**7. CORRESPONDENCE.**

No additional correspondence received.

**8. LIAISON REPORTS.**

R. Goldstein reported that the Board of Education is concerned about the Health Insurance Account.

R. Goldstein is also meeting with the Elderly Tax Relief Committee.

B. Smith stated the Purchasing Policy Committee is preparing the final draft of the Purchasing Agreement for review.

**9. OLD BUSINESS.**

None.

**10. NEW BUSINESS.**

**11. Land Acquisition Discussion.**

The Land Acquisition Fund was discussed and a motion made to leave the monies in the fund.

**Motion by:** R. Goldstein

to leave the funds in the Land Acquisition Fund.

**Second by:** J. Ringo.

**Vote:** Unanimous.

**11. ADJOURNMENT.**

**Motion by:** J. Ringo

to adjourn.

**Second by:** M. Ryan.

**Vote:** Unanimous.

Chairman Hayn adjourned this meeting at 8:06 p.m.

Respectfully submitted,

Mary Jane Slade  
Clerk

Town of Colchester  
General Fund  
Budget Transfer/Additional Appropriation

Department: Transfer Station

Reason for Request: Late receipt of June invoice for heavy equipment repairs

Reason for Available Funds: Less need for building repairs than anticipated

From:

Account Number	Account Name	Amount
<span style="border: 1px solid black; padding: 2px;">13601-46226</span>	<span style="border: 1px solid black; padding: 2px;">Building Repairs</span>	<span style="border: 1px solid black; padding: 2px;">215</span>

To:


<span style="border: 1px solid black; padding: 2px;">13601-46390</span>	<span style="border: 1px solid black; padding: 2px;">Vehicle Maintenance &amp; Fuel</span>	<span style="border: 1px solid black; padding: 2px;">215</span>

Nov 17, 2008  
Date Requested

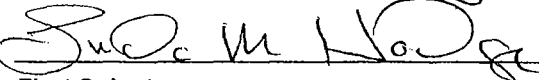
  
\_\_\_\_\_  
Department Director or Supervisor - Signature

Print Name Mark Decker

11/17/08  
Date Reviewed

  
\_\_\_\_\_  
Chief Financial Officer


11/17/08  
Date Approved

  
\_\_\_\_\_  
First Selectman

11/20/08  
Date Approved

  
\_\_\_\_\_  
Board of Selectmen Clerk

12/3/08  
Date Approved

  
\_\_\_\_\_  
Board of Finance Clerk

*MC 12/4/08  
# 70  
2008-12*

Town of Colchester  
General Fund  
Budget Transfer/Additional Appropriation

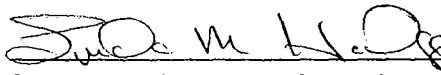
Department: Legal & Insurances

Reason for Request: Arbitration costs (invoices received in September for May & June)

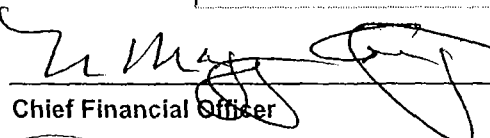
Reason for Available Funds: Vacant position for 5 months in First Selectman's office (Executive Assistant) and part-time First Selectman for 3 months

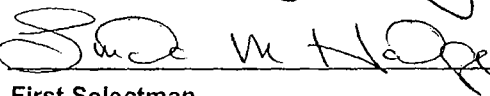
From:	Account Number	Account Name	Amount
	11201-40101	First Selectman - Regular Payroll	1,140
	11201-41230	First Selectman - FICA & Retirement	1,109

To:	Account Number	Account Name	Amount
	11701-44203	Legal	2,249


Nov 17, 2008   
Date Requested Department Director or Supervisor - Signature

Print Name Linda M. Hodge, First Selectman

11/17/08   
Date Reviewed Chief Financial Officer

11/17/08   
Date Approved First Selectman

11/20/08   
Date Approved Board of Selectmen Clerk

12/3/08   
Date Approved Board of Finance Clerk

*MC 12/4/08  
# 700  
2008-12*